Permit #F00135831-A

FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00135831-A **Type of Permit:** FILMING **Release Date:** 04/04/2018

Production Company AMERICAN FILM INSTITUTE

Insured Company Name AMERICAN FILM INSTITUTE
Contact Phone No. 1 323-856-7600
Contact Phone No. 2
Fax 323-467-4578
Address 2021 N WESTERN AVE
LOS ANGELES, California 90027

Production Title MIKA

Type of Production Student

Producer PAUL DELVA

Director KYUNG SOK KIM

1st AD HAOHAO YAN

Production Manager T.J. RONRAL

FilmL.A. Coordinator Angel Miranda

Location Manager PAUL DELVA
Primary Phone Mobile - 561-504-3704
Secondary Phone

Location Assistant MAC MILLS
Primary Phone Mobile - 310-490-5449
Secondary Phone

Fees

FILMLA MONITOR FEES - DOUBLE TIME $62.00

Total Permit Fee $62.00

Number of Locations 1

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Summary Information — Location

Permit Number	F00135831-A	**Location Manager**	PAUL DELVA
Production Company	AMERICAN FILM INSTITUTE	Primary Phone	Mobile - 561-504-3704
Insured Company	AMERICAN FILM INSTITUTE	Secondary Phone	
Production Title	MIKA		

Location Address 6255 W SUNSET BL, CA 90028

Location Type Office Building

Film Dates 4/1/2018 - 4/2/2018 17:00 - 06:00 1 day

Open or Closed to the Public Closed

Generic Conditions *LA CITY AND/OR LA COUNTY FIRE CHECKLIST ATTACHED TO FINAL PERMIT. THE PERMITEE IS RESPONSIBLE FOR COMPLETING CHECKLIST PRIOR TO FILMING ACTIVITY AT THIS LOCATION. NON COMPLIANCE MAY RESULT IN ASSIGNMENT OF A FIRE OFFICER.
All vehicles must be parked on private property
Must maintain local/emergency access
No cast or crew parking on area streets

Please see attached document F135831 Letter.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	10
Cube Trucks	1

Personnel on Location

Type	Quantity
Cast	5
Crew	25
Extras	5
FilmL.A. Monitor(s)	1

Filming Activities Interior dialogue and establishing shots; Interior film activities confined to 12th floor only; Camera, equipment and film activities on private property only – no public sidewalk and/or street activities; REQUESTING TO ADD SET DRESSING (PICTURES AND AWARDS) IN DONNA'S OFFICE; REMOVING CHAIRS AND RETURNING TO ORIGINAL POSITION AFTER FILMING IS COMPLETE. ;

Jurisdiction **Political:** Los Angeles City - Council District 13 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

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Coordinator Note BASE CAMP AND ALL CAST, CREW, PERSONAL AND EXTRAS VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST,

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	CREW, EXTRAS, AUDIENCE OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDERS) OR ALLEYS.
Coordinator Note	ABSOLUTELY NO CABLING OR STORING EQUIPMENT IN HALLWAYS, STAIRWAYS, DOORWAYS, EMERGENCY EXITS, ELEVATORS AND/OR ELEVATOR EXITS AND COMMON AREAS.
Coordinator Note	ABSOLUTELY NO BLOCKING OR COMPROMISING HALLWAYS, STAIRWAYS, DOORWAYS, EMERGENCY EXITS, ELEVATORS AND/OR ELEVATOR EXITS AND COMMON AREAS.
Coordinator Note	IT IS THE FILM MAKER'S SOLE RESPONSIBILITY TO OBTAIN PERMISSION FROM THE BUILDING OWNER/MANAGER FOR PROPERTY USAGE.
Coordinator Note	ONE (1) FILMLA MONITOR REQUIRED. 4/1, 16:00 - 05:00 (4/2) HOURS.
Coordinator Note	POSTED "NO PARKING" SIGNS ARE NOT GUARANTEED IF MISPLACED, DAMAGED, REMOVED AND/OR VANDALIZED.
Coordinator Note	REASONABLE AND PRUDENT MEASURES MUST BE TAKEN BY THE PRODUCTION COMPANY TO ATTEMPT TO LOCATE VEHICLE OWNERS PARKED IN VIOLATION OF POSTED "NO PARKING" SIGNS BEFORE TOWING VEHICLE/S.
Coordinator Note	POSTED "NO PARKING" SIGNS ARE LIMITED TO PRODUCTION VEHICLES AND/OR FOR ESTABLISHING SCENES ONLY. CAST, CREW AND/OR PERSONAL VEHICLES NOT ALLOWED - MUST PARK ON PRIVATE PROPERTY ONLY.
Coordinator Note	Company is responsible for propping Wellness Room door open while it is not occupied. Wellness Room door locks from the outside and no key will be available after hours.
Coordinator Note	AREAS OF USE: DONNA'S OFFICE; WORK SPACES OF: JENNIFER M., NAOMI, RAMONA, ANGEL; JENNIFER Z, NYISHA, & CODY, WALKWAYS OF PERMIT ADMINISTRATION & PERMIT OPERATIONS. ADDITIONAL LIGHTING & CAMERA PLACEMENT IN PERMIT ADMINISTRATION, PERMIT OPERATIONS & MEETING ROOM NEXT TO DONNA%u2019S OFFICE. EQUIPMENT STAGING/SET UP:

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RECEPTION/LOBBY
KITCHEN/BREAK ROOM

HAIR & MAKEUP:
WELLNESS ROOM

Coordinator Note RIDER "A" EXTENDS END TIME FROM 5AM TO 6AM

Parking

Base Camp
Location Type : Filming Location

Crew Parking
Location Type : Filming Location

Parking Notes
BASE CAMP AND ALL CAST, CREW, PERSONAL AND EXTRAS VEHICLE PARKING WILL BE ON (PRIVATE) PROPERTY ONLY - ABSOLUTELY NO CAST, CREW, EXTRAS, AUDIENCE OR PERSONAL VEHICLES TO BE PARKED ON AREA STREETS, ROADS (INCLUDING SHOULDERS) OR ALLEYS.

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AFI
50 YEARS

March 19, 2018

To Whom It May Concern:

Re: **Paul Delva, First Year Producing Fellow**
"Mika"
Shoot Dates: 03/31/2018 to 04/02/2018

This letter is to introduce the above named individual who is currently enrolled as a First Year Fellow at the American Film Institute Conservatory.

The American Film Institute is a non-profit educational organization dedicated to advancing and preserving the art of the moving image in the United States. The AFI Conservatory, a branch of the institute, is an accredited graduate institution offering the Master of Fine Arts degree.

The above named Fellow is engaged in filming a required class project. The First Year productions of the AFI Conservatory are exercises for educational purposes only, and are not exhibited for commercial purposes. The American Film Institute is the owner of and provides all necessary insurance for the projects.

The American Film Institute is a non-profit educational organization, which has tax exempt status under section 501 (c) (3) of the Internal Revenue Code of 1954, federal identification number 52-6072925.

AFI would be grateful for any cooperation and assistance that can be provided to these individuals in connection with the production of this required exercise. Should you require any further information, please contact me at the number listed below.

Best regards,

Michael Ramos
Production Services, AFI Conservatory
Tel. 323.856.7644

Note: Please be advised that no Fellow may incur a financial or legal obligation in the name of nor act as an agent for the American Film Institute. Any such arrangements must be made directly with the individual Fellow as the personally responsible party.

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American Film Institute
2021 North Western Avenue
Los Angeles, CA 90027
323.856.7600 Phone
323.467.4578 Fax
AFI.com

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